

CITY OF TILLAMOOK
MONDAY, SEPTEMBER 7, 2010 - 7:00 P.M.
CITY HALL, 210 LAUREL AVENUE, TILLAMOOK OR 97141

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Mayor Robert McPheeters
Councilor Joe Martin
Councilor Matt Harris
Councilor Suzanne Weber
Councilor Steve Forster
Councilor John Sandusky
Councilor Willard Berry

Staff present:

John Putman, City Attorney
Arley Sullivan, Public Works Director
Bernadette Sorensen, City Recorder
David Mattison, City Planner

AGENDA:

The posted agenda for the September 7, 2010 meeting is attached and by this reference is made a part of the record.

MINUTES:

Council minutes for August 16, 2010 were provided in Council packets. **Councilor Martin moved approval of August 16, 2010 minutes as written. Councilor Sandusky seconded the motion.** There were no corrections, additions or deletions. **Motion carried unanimously by Council seated.**

CITY COUNCIL:

Councilor Weber presented the information the Personnel Committee had reviewed regarding candidates for the interim City Manager position. The Committee has recommended that Rob Drake be offered the contract as he has been recommended by the LOC and will bring some much needed experience to the position. **Councilor Weber moved to offer the contract for Interim City Manager to Rob Drake, for a maximum period of six months as stated in the contract. Councilor Sandusky seconded. Councilor Berry** questioned whether the City Attorney had reviewed the contract. **Mayor McPheeters** stated that the LOC had taken care of the contract review. **The motion carried unanimously by Council seated.**

PROCLAMATIONS:

Constitution Week: September 17-23, 2010—Mayor McPheeters noted that the local community has observed “Bells across America” in observance of Constitution week.

Child Passenger Safety Week: September 19-25, 2010—Mayor McPheeters stated that the Tillamook Police Department will have safety seat inspections throughout the week to help ensure that children are riding safely in vehicles.

Mt. Hebo Air Force Station Recognition—Mayor McPheeters remembered the 689th Aircraft Control and Warning Squadron at Mt. Hebo Air Force Station. This proclamation serves to honor the service they provided. A banquet will be held in their honor at the Elks Club on Friday, September 11, 2010 with a special presentation by Don Hurd and his wife.

PRESENTATIONS: None

Tillamook City Council Meeting
September 7, 2010

MONTHLY REPORTS:

City Manager—**Interim City Manager Rob Drake** expressed his enthusiasm to be a part of the City of Tillamook. After review of reports, he is happy to see a dedicated staff and similar working environment and issues coinciding with his prior experience. He looks forward to working with everyone, and will do what he can to find answers when asked.

City Planner—**Planner David Mattison** stated there will be a meeting with the County on September 15, 2010 from 7:00-9:00 p.m. at the County Library regarding an appeal to FEMA.

Public Works—**Director Arley Sullivan** reported that the paving project on 6th Street is mostly complete; the Fawcett Creek Fish Hatchery project design is about 50% complete as they continue to work on flow design. A new metal door has been installed at City Hall to comply with fire department regulations. **Sullivan** said the Street Department estimates the Sixth Street and Elm Avenue paving project to be done in mid-September, weather permitting. He reported that Tillamook PUD has accepted responsibility for street light maintenance in the Linden Drive project. The Sewer Department has painted the digesters and things look great. The design team for the Third Street Project continues to discuss the next steps for the project. The Safety Committee is working on new safety manuals in accordance with new OSHA laws.

Police Department—**Councilor Sandusky** shared some highlights from the included report from Chief Wright. A nuisance ordinance will be on the agenda in the near future. Officers are being trained in Taser use. The Department may be awarded another COPS grant that would provide three years of funding for an officer. The Police Cadets worked at the Special Olympics at the Air Museum and a car show in California. There were no major issues with the County Fair this year.

Municipal Court—**Mayor McPheeters** noted the monthly report was included with the packet. Tickets are holding steady, and cases go to trial less often.

PUBLIC HEARINGS:

CITIZENS HEARINGS – NON-AGENDA ITEMS: None

COUNCIL CONCERNS – NON-AGENDA ITEMS: None

PUBLIC HEARINGS:

- **OLCC License for Fat Dog Pizza**—**Alex Hamalian**, managing member of Fat Dog Pizza has applied for a Class 2 OLCC license, with off-premises sales permitted for closed containers. The permit was advertised in the Headlight Herald and received no public comment. The Police Chief has recommended approval after a background check.
- **Carnahan Park Fee Increase**—**Mayor McPheeters** opened the floor to anyone with concerns or a point of view to share regarding the Carnahan park fee increase. **City Recorder Sorensen** stated that no written comments were received.

PERMITS & LICENSES:

OLCC License for Fat Dog Pizza—**Councilor Sandusky** moved to approve the OLCC application for Fat Dog Pizza. **Councilor Harris** seconded. Motion carried unanimously by Council seated.

BEAUTIFICATION/PROPERTY IMPROVEMENT AWARD:

The winner of the August 2010 Property Improvement Award is the Northwest Senior and Disability Services Building at 4670 Third Street in Tillamook. Councilor Berry nominated the property for the award. The winner will receive up to \$100.00 off of their August water and sewer billing.

COMMITTEE REPORTS/UPCOMING MEETINGS:

Personnel Committee—**Councilor Weber** reported on the last meeting of August 26, 2010. She is in the process of reading the draft of the revised employee handbook, which will be addressed in future meetings.

Beautification and Parks Committee—**Councilor Weber** stated that the committee did not meet. They will meet with Chief Wright and get started on plans for the Community Christmas celebration.

Finance Committee—**Councilor Martin** had nothing to report at this time.

Tillamook City Council Meeting September 7, 2010

Public Safety Committee—**Councilor Forster** updated the Council regarding the meeting held at the 911 Center on August 24, 2010. A candidate is heading to the Academy in September, which is sooner than expected. The public safety committee will be expanding. They discussed LEMAP goals, and the nuisance ordinance has been submitted to the City Attorney for review. There is a personnel shortage in the Police Department; it has been a challenge to maintain the 24-hour coverage. The next meeting on September 14, 2010 will be used to discuss hiring deputies part time to fill in the gaps in coverage.

Public Works Committee--A meeting was held on August 26, 2010, **Councilor Berry** discussed the proposed crosswalk ideas for the hospital on Third Street as well as Alder and Williams Avenue. There is a proposal to limit parking on Manor Place to one side of the street only, as there is not enough room for emergency vehicles with cars parked on both sides. **Public Works Director Sullivan** stressed the safety issue the current parking poses on Manor Place. **Councilor Berry** mentioned the street light issues are currently being addressed as well.

Associations Committee—Results for the SCA grants talked about at the small cities meeting were not available. **City Recorder Sorensen** will check into criteria for available funding. **Public Works Director Sullivan** talked about ODOT and funding that may be available to the City for the Third Street project.

PENDING BUSINESS:

Schmidt Real Property Proposed Donation—**City Attorney Putman** has a resolution prepared, but has not yet received a deed from the Schmidt Family Trust for the property. **Putman** doesn't feel comfortable proceeding without a deed in-hand to solidify what will be approved, and recommends that the Council defer a decision until the next meeting.

Approve 2010-11 Application for TRT Allocation Funding—**Councilor Berry** clarified that there will be a limit of \$5000.00 for recipients, which is different than prior years. **Councilor Sandusky** noted that in an effort to aid the decision-making process, the new application requires more specific information from applicants regarding how funding will be utilized. **Councilor Forster** emphasized the need for language stating that funds offered are a *projected* amount, that final amounts will not be set until actual funds have been received for the TRT. After some discussion, **Councilor Forster** suggested that a line be added to the application that says "please include a copy of your organization's current budget for usage of these funds."

Councilor Sandusky moved for approval of the approval of the draft application for TRT funding with the wording change as suggested by Councilor Forster to have applicants include a copy of their organization's current budget for usage of requested TRT funds. Councilor Berry seconded. Motion carried unanimously by Council seated. Deadlines will be determined at future staff meetings.

Minutes of Ad Hoc Committee TRT 1%--Interim Manager Drake relayed that Andy O'Neal would be happy to speak with the Committee regarding the draft of the Chamber of Commerce's proposal for 1% of the Transient Room Tax fund. The Committee will meet regarding the draft of the request.

Staff Report: Proposed Ward Boundary Adjustments—**Planner Mattison** explained a Ward adjustment that will be necessary after recent studies of the voter registration. Wards 5 & 6 are in need of legal description corrections, which will be available from the surveyor by the second reading of the proposed ordinance. **Councilor Martin moved to accept the proposed ward boundaries per City Planner Mattison. Councilor Sandusky seconded. Motion passed unanimously by Council seated.**

NEW BUSINESS:

League of Oregon Cities (LOC) Voting Delegate—**Mayor McPheeters** relayed that a new voting delegate needs to be appointed for attending the LOC Conference as a voting member. As Mayor, he has done this in the past. **Councilor Weber moved to designate Mayor McPheeters as the voting delegate for the League of Oregon Cities annual business meeting on Saturday July 25, 2010. Councilor Berry seconded.** **Councilor Forster nominated Suzanne Weber, Council President, to be the alternate voting delegate for the League of Oregon Cities annual business meeting on Saturday July 25, 2010. Councilor Berry seconded the nomination. Motion passed unanimously by Council seated.**

Staff Report: Third Street Improvement Project—Transportation Enhancement Grant Letter of Support—**Public Works Director Sullivan** reported that a request has been made to the City by the County for financial support and commitment for the Third Street Improvement Project. The staff recommends the Council approve and the Mayor sign the letter of support. Because grant writing takes some time, the requested funds are available in a contingency fund as a means of earmarking the monies for this project to remain available. A fund-matching requirement is part of this grant if approved. **Councilor Sandusky moved to approve and send the letter of support and match the \$10,000 as outlined in Public Works Director Sullivan's report. Councilor Forster seconded. The motion passed unanimously by Council seated.**

Public Works Committee Recommendations—**Councilor Berry** moved for a new crosswalk to be authorized across Third Street from the Hospital to the south side of Third Street, all work to be done by the Hospital, in conjunction with the

Tillamook City Council Meeting
September 7, 2010

Street Department, City of Tillamook to install crosswalk signs on either side of the crosswalk, ODOT to be contacted of this approval. Councilor Weber seconded. Motion passed five to one (5-1) with Councilor Forster casting the NAY vote.

Councilor Berry moved to install a crosswalk on Alder Lane from the east side on Williams Avenue. Councilor Weber seconded. The motion carried unanimously by council seated.

Councilor Berry moved to make parking available on the east side of Manor Place only, and install no-parking signs along the west side of the street. After a short discussion regarding sign placement, Councilor Berry withdrew his motion for further discussion.

LEGISLATIVE:

First Reading : An Ordinance Amending Ordinance #1124 An Ordinance Establishing User Fees for Carnahan Park, Setting Fees, Duration, Penalties and Uses of Revenue—Councilor Weber moved for the first reading the An Ordinance Amending Ordinance #1124 An Ordinance Establishing User Fees for Carnahan Park, Setting Fees, Duration, Penalties and Uses of Revenue by title only. Councilor Forster seconded. Motion passed unanimously by Council seated. City Recorder Sorensen read the ordinance by title only. The second reading will take place at the next Council meeting, September 20, 2010.

First Reading: An Ordinance Amending Ordinance #1242, Section 2, Ward Boundaries and to Account for Population Adjustments Made in 2009 County Voter Registration Precinct County report Including Territory Recently Annexed into the City of Tillamook, Oregon—City Attorney Putman noted that there is some wording that needs to be adjusted in the ward boundaries to make it consistent with the map. He suggested the motion include the point the language needs to change consistent with Mattison's recommendation for the second reading. Councilor Sandusky moved to approve the first reading of An Ordinance Amending Ordinance #1242, Section 2, Ward Boundaries and to Account for Population Adjustments Made in 2009 County Voter Registration Precinct County report Including Territory Recently Annexed into the City of Tillamook, Oregon including the wording changes as outlined by City Planner Mattison by title only. Councilor Berry seconded. The motion carried unanimously by Council Seated. City Recorder Sorensen read the ordinance by title only. The second reading will be on September 20, 2010.

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

- Mayor and City Council Invitation to Trask River high School Dedication will be on September 15, 2010.
- League of Oregon Cities (LOC) City Hall Week is September 13-17, 2010. The annual get-together for regional cities will be in Manzanita.
- North Coast Salmon and Steelhead Enhancement Fund, Inc. will hold meetings on November 3, 4, and 5, 2010.
- The street projects update requested by Councilor Berry will be August 16, 2010.

MAYOR'S REPORT: None

AUTHORIZATION TO PAY BILLS:

The Finance Committee had reviewed the current bills prepared for payment. Councilor Martin moved to pay the bills approved by the Committee. Councilor Weber seconded the motion. Council seated approved the motion unanimously.

GENERAL CHECKING ACCOUNT

A/P 09/07/2010	Checks #29559-29652	\$205,100.80
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ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 8:39 p.m.

APPROVED:

Mayor

ATTEST:

City Recorder